



RECEIVED

2019 SEP 20 11:11:07

DUBLIN VILLAGE OFFICE 300 LEBANON AVENUE
COLCHESTER, CONNECTICUT 06415
(860) 537-5251
FAX (860) 537-5856

Minutes

The Colchester Housing Authority met on September 19, 2019 for its monthly business meeting at Dublin Village. In attendance were: Janet LaBella, Chairperson, Marion Spaulding, Vice Chairperson/Secretary, Denise Salmoiraghi, Kate Forcier, Michael Dankiw, Tenant Commissioner, Brian Gustafson and Robert Gustafson Executive Director.

The meeting was called to order at 7:02PM

The meeting minutes for August 2019 were reviewed: a motion was made by Kate and seconded by Denise to accept the minutes as submitted: the motion passed unanimously.

The financial statements for August 2019 were reviewed: a motion was made by Kate and seconded by Michael to accept the statement as submitted: the motion passed unanimously.

Public Comment – none.

Additions to the agenda – none.

Communications

The electronic transferring of funds from the DOH/ State Comptroller to our development expenditures account has been fully set up and tested. The DOH unintentionally transferred our RAP and RSC funds to this account. Rob notified the DOH of this and received approval to transfer these funds to their proper accounts. The SSHP budget is being revised with the assistance of Jen Svelnys. Rob wrote to the DOH on 8-21-19 to request a waiver of the three bid requirement, the waiver was approved on 9-11-19.

The contract award approval from the DOH should be soon and an ETF to development account after that. Then the SSHP related invoices can be paid. Rob spoke with Carl Watts and Enoch Lenge from Eversource regarding the letter of agreement for the utility's incentives included within this SSHP grant. The LOA hasn't been finalized and there may be more incentives available to put toward these failing heat pumps. Rob cc'ed the State and Architect on all related correspondences.

Report of the Executive Director

Our audit is underway. We have replaced a stove each village. On 8-20-19 The first selectman's office received a letter from a E-92 resident regarding his exhaust fan. The matter has been resolved and the letter will be great support for the next SCBG. On 8-20-19 An incident between two E-92 residents caused damages that will be reimbursed to CHA. On 9-10-19 An E-92 resident was sent a letter explaining that it's in his best interest to vacate. We are fully occupied and currently have 62 qualified applicants on the waiting list.





At Breeds Tavern

DUBLIN VILLAGE OFFICE 300 LEBANON AVENUE

The letter of Agreement has been signed for the energy upgrades and there may be additional funding to help replace all refrigerators' that are over ten years old. Rob contacted Carol and Angie to compile a model # list of all the refrigerators'.

CONNECTICUT 06415
(860) 537-5251
FAX (860) 537-5856

Unfortunately on 8-27-19 a refrigerator had to be replaced at unit 15-1.

The resident's had concerns that there was a fourth account listed as "Long Term Reserves". This was a misunderstanding of the analysis of reserves for repairs and replacements listed in the 2016 year ending audit. The question of tenant selection came up. An existing resident requested a transfer.

Rob has reached out to three companies for quotes to perform a capitol needs assessment for Breeds Tavern. We removed an enormous white faced hornet nest from a soffit of the 15 building. There was discussion regarding the policy and procedures of Breed's Tavern when it comes to selection of tenants, as well as, some social media comments that may have been inappropriate. It was determined that an agreement had been reached by the CHA with regard to a previous landscaper, which may have been compromised by a Breed's Tavern resident. There were closing comments and agreements that the CHA would contact Breed Tavern Board Members regarding policies and procedures, a letter will be drafted and distributed to board members of CHA for review, prior to sending to Breed's Tavern Executive Board. There was review of a letter sent to the President of the Breed's Tavern Cooperative from the State of Connecticut Department of Housing reminding residents of Breed Tavern of their responsibilities.

Report of the Tenant Commissioner:

Michael reported that things have been good at Dublin Village, although there was one resident at Ponemah who needed her refrigerator repaired, which Rob took care of. There was also an early morning lock out at Dublin Village that Michael took care of.

Unfinished Business - None

New Business - None

There was discussion regarding Brian's Public Housing Certification with the State of Connecticut, Kate will send Rob an email link for the State of Connecticut, Public Housing Manager online testing.

A Motion to adjourn the meeting was made by Denise and seconded by Michael, meeting adjourned at 7:55 pm – unanimously accepted.

Respectfully submitted, *Marion Spaulding* 

Marion Spaulding: Vice Chairperson/Secretary

CC: Town Clerk

